

SANDY CITY  
APPROVED POSITION SPECIFICATIONS

I.	<u>Position Title:</u> Drainage Maintenance Worker I	<u>Revision Date:</u>	10/14
		<u>EEO Category:</u>	Serv./Maint.
		<u>Status:</u>	Non-Exempt
		<u>Control No:</u>	30537

II. Summary Statement of Overall Purpose/Goal of Position:

Under the general supervision and direction of the Operations Manager or Assistant Operations Manager, Drainage Supervisor, and Crew Leader performs skilled and semi-skilled work pertaining to the operations and maintenance of irrigation and flood control systems.

III. Essential Duties:

- Maintains, constructs, and installs irrigation and flood control system components (ditches, head gates, diversion structures, detention basins, pipelines, etc.).
- Learns to operate and maintain various types of heavy, light and complex equipment that is used in the maintenance and construction of the irrigation, flood control and drinking water systems (backhoes, ten-wheel dump trucks, excavators, 1 ton trucks, hand tools, etc.).
- Repairs and installs surface features damaged during system maintenance including landscaping, sprinklers, etc.
- Responds to customer complaints regarding ditch maintenance and flooding, storm drain maintenance, irrigation and other related matters.
- Coordinates maintenance with hired temporaries.
- Monitors and adjusts irrigation flows to provide adequate service to users.
- Monitors and adjusts storm water as needed during storms.
- Cleans storm drain grates of leaves and debris.
- Flags traffic as needed in work zones.
- Completes work orders and various other records pertaining to work activities.
- Supports other Public Utilities Operations activities as assigned.

IV. Marginal Duties

- Responds to public inquiries, complaints, and requests.
- Performs other duties as assigned.
- Learns about UPDES and SCADA.

V. Qualifications

**Education:** High school diploma or equivalent preferred.

**Experience:** One year work experience in equipment operation, storm drain or pipe construction or closely related area preferred. Experience in water works helpful.

**Certificates/Licenses:** Must possess a valid Utah Driver's License; must possess a valid Class A Commercial Driver's License (CDL) within six months of hire; must obtain a UT State Flagman's Certification within six months of hire; must be certified by the department on all assigned crew equipment within six months of hire; must complete annual confined space and trench safety training.

**Probationary Period:** A one-year probationary period is a prerequisite to this position.

**Knowledge of:** Tools, machines, and equipment used in the operation, maintenance, and construction of

irrigation or storm water systems; principles of maintenance and construction of water related projects; OSHA safety standards and EPA water standards and other related local, state, and federal regulations; knowledge of and ability to set up safe work zones in accordance with OSHA and state standards; irrigation and storm drain system facilities, equipment and operations.

**Responsibility for:** Moderate responsibility for the care, condition, and use of materials, equipment, money, and tools.

**Communication skills:** Ability to furnish and obtain information from other departments; contact with other departments. Ability to follow verbal and written instructions.

**Tool, Machine, Equipment Operation:** Regular use of a telephone, calculator, hand tools, utility trucks and pickup trucks.

**Analytical Ability:** Prioritize tasks, establish effective working relationships with employees and the public; perform basic operations with little or no supervision.

VI. Working Conditions:

*Physical Demands:* Moderate climbing/balancing and constant stooping, and kneeling are required; occasional lifting of up to 50 lbs.

*Work Environment:* Regular exposure to unpleasant or hazardous working conditions caused by water, noise, dust, heavy equipment, toxic fumes, traffic, heights, and high voltage equipment; work in trenches, vaults, and manholes; outdoor work in all types of weather; requires 24 hour on-call status for emergency situations; requires on-call status on a rotating basis, staying within reasonable response time and answering a beeper; seasonal shift work (including weekends and holidays) may be required.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

DEPT/DIVISION APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PERSONNEL DEPT. APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_